

## **Attachment A**

### **Volunteer Fire Assistance Grant State Forester U.S. Forest Service - Cooperative Forestry Assistance**

#### **(Wildland and Structural Fire Suppression Equipment, Training, and Organizing Only)**

##### **I. Description of Program**

The Arizona State Forestry Division, with assistance from the USDA, Forest Service, administers the Volunteer Fire Assistance Grant Program. This Program is authorized by the Cooperative Forestry Assistance Act of 1990, (Farm Bill) and provides financial assistance to train, organize, and equip fire departments in rural areas and rural communities to prevent and suppress fires. A rural community is defined as having 10,000 or less population.

##### **II. Fund Information**

A requirement of the Volunteer Fire Assistance Grant Program is a 50/50 match for the federal funds on a reimbursable basis. You must spend your money or provide your in-kind services prior to receiving the grant funds.

The maximum grant amount for each project is limited to \$20,000. The total project that you are planning should be shown on the Project Proposal/Budget indicating how the VFA funds would fit into the community's overall plan. Applicants may submit for projects less than \$20,000.

***(Note: You can not claim expenditures encumbered prior to the signing of the grant contract.)***

#### **The project must be completed and funds expended prior to December 31, 2009.**

The following are examples of funds which qualify for match with Volunteer Fire Assistance Program funds:

- a. Actual funds expended from fire department budget.
- b. Funds donated to fire department or community from outside sources.
- c. Contributed time for manpower and equipment: Contributed time is considered as donated time in the form of labor and/or equipment utilized in order to complete VFA projects. Volunteer time and equipment use are appropriate matching items. Volunteer labor cost can be calculated at \$18.77 per hour. For professional services can be billed at the person's hourly rate. Amounts exceeding these general rates, are permissible, but must be justified in a budget narrative. Contact the VFA Program Manager.

Donated equipment use can be handled by using equipment use rates lists or donor's documented estimate or invoice. Equipment rates are highly variable therefore, equipment, rates will have to be accepted by Project Manager and or the District Forester prior to application approval.

Contributed time may also be applied to the training and organizing portions of the program (Student time or student credit hour are not eligible). Training expenses

can be related to the actual out-of-pocket expenses, costs of equipment used for training, or labor expended (instructors) for training. You may claim contributed time for matching purposes. **However, excessive contributed time may be disallowed by the selection committee.**

- d. Communities may use Revenue Sharing Funds to match Volunteer Fire Assistance program funds under Public Law 94-488.
- e. With the exception of Revenue Sharing funds, an applicant cannot match federal funds with other federal funds.
- f. Equipment or supply purchases with a unit value of \$5,000 or more will be recorded by the State Forester and kept for audit purposes by the U.S. Department of Agriculture in the State Forester's Office. The Federal Government will have a vested interest in this property in the amount of the cost-shared grant for three years.

### III. Examples of Qualifying Projects

#### A. Training

- 1. Training through State Fire Marshal's Office, community colleges, local intra or inter-departmental training, out-of-state specialized training, wildland training from the State Forester, etc.
- 2. Training expenses incurred for travel, lodging, meals and registration to participate in training classes. (Please note: Salary of trainee's are not eligible for matching federal funds.)
- 3. Training or equipment and/or aids - including projectors, simulators, slide/video programs, training manuals, equipment utilized in practical (hands-on) exercises, development of a training program by outside sources, etc.

#### B. Organizing:

- 1. Costs of forming an organized fire district under ARS, Title 48.
- 2. Fire planning costs: Responses, Risk Assessments, Hazard Mitigation planning costs.

#### C. Equipment:

- 1. Renovation of equipment, including excess property acquired through any recognized source for the purpose of fire protection.
- 2. Fire tools - including wildland and structural.
- 3. Personal protective equipment.

4. SCBA's
5. Communications equipment.
6. Hose and nozzles.
7. Purchase and/or lease purchase of fire trucks or other equipment and/or property acquired through any recognized source for purpose of fire protection.
8. Pumps.

#### **IV. Examples of Non-Qualifying Projects:**

A. Training: Emergency Medical Technician or Paramedic Training or related material.

B. Organization: Furniture, telephone, personnel, postage, uniforms, badges, stationery or insurance costs.

C. Equipment:

1. Building or office construction.
2. Paramedic - EMT equipment.
3. Fire hydrant construction.
4. Land purchases.

#### **V. Program Grant Specifications for Radio Equipment Purchases:**

##### **Purpose:**

The primary purpose is to assist departments with the purchase of new two-way radio communication equipment which will meet the EIA/TIA 102A standards for interoperability for public safety agencies (APCO Project 25 Compliant ) and specifically be used to communicate with the Arizona State Forestry Division and other Federal, State and Local Firefighting agencies on wildland/urban interface fires.

##### **General Requirements:**

Two-way radio communication equipment purchased under this grant application must meet or exceed the APCO Project 25 Standards (EIA/TIA102A), or, radio equipment that can be upgraded or converted to the P25 Standards. Radio equipment will need to generally operate between 150 - 178 MHz VHF-FM Band. Additionally, this includes two-way radios capable of operating in VHF - FM Analog, wideband and narrowband and/or VHF Digital modes on **channel by channel** basis, minimum channel of 48 or greater, channel display of 7 characters or greater. Your local two-way radio communications dealer or distributor can assist you with information about manufacturers that currently produce P25 compliant two-way radio equipment and or radio equipment that meets this general requirement.

## **VI. Definition Wildland/Urban Interface**

NFPA 299, *Standard for Protection of Life and Property from Wildfire*, 1991 edition, defined wildland/urban interface as "an area where development and wildland fuels meet at a well-defined boundary."

## **VII. Selection Information:**

Upon receipt of the grant application, each project will be graded and ranked according to a weighted point award system. This system will be available for review after the deadline at the Office of the State Forester, 1110 West Washington Avenue, Suite 100, Phoenix, Arizona 85007. Each applicant will be notified, by mail, of the status of their grant questionnaire/application. Additional information and instructions will be given to the selected applicants.

## **VIII. How to Apply:**

Interested and qualifying communities, please complete the attached Questionnaire/Application and Proposed Project Description Forms.

**Submit your application, postmarked or email no later than January 12, 2009, to the Arizona State Forestry Division, District Forestry Office, governing your county.**

**Counties**

**Address**

*Gila, La Paz, Maricopa,  
Yavapai & Yuma*

*Arizona State Forestry Division  
2901 W. Pinnacle Peak Road  
Phoenix, AZ 85027-1002  
602-255-4059 - Scott Hunt  
[scotthunt@azstatefire.org](mailto:scotthunt@azstatefire.org)*

*Apache, Coconino, Mohave  
& Navajo*

*Arizona State Forestry Division  
3650 Lake Mary Road  
Flagstaff, AZ 86001  
928-774-1425 - Kevin Boness  
[kevinboness@azstatefire.org](mailto:kevinboness@azstatefire.org)*

*Cochise, Graham, Greenlee,  
Pinal, Pima & Santa Cruz*

*Arizona State Forestry Division  
4455 South Park Avenue Ste. 101  
Tucson, AZ 85714  
520-628-5480 - Brian Lauber  
[brianlauber@azstatefire.org](mailto:brianlauber@azstatefire.org)*

**Attachment B**  
**Rural Fire Assistance**  
**U.S. Department of Interior**

**Purpose: (Wildland Fire Personal Protective Equipment, Wildland fire hand tools, Project 25 compliant radios and Advanced/Basic Wildland Training)**

The Rural Fire Assistance Program is designed to increase firefighter safety and enhance the fire protection capabilities of rural fire departments by assisting those departments in meeting or exceeding accepted standards of wildfire qualifications, training and performance. Emphasis is placed on departments that protect rural communities of less than 10,000 and play a substantial role in the protection of federal lands managed by the Department of the Interior (DOI). Funding assistance is limited wildland fire personal protective equipment, wildland fire hand tools, Project 25 compliant radios (only portable and mobile radios (no base stations) that meet these specifications may be purchased (No walky talky type radios or pagers.) and advanced/basic wildland training for this year.

The maximum allowable federal contribution for each cooperating rural fire department is \$20,000. The federal/cooperator cost-share ratio cannot exceed 90/10; the smaller portion being the cooperator's responsibility. Cooperator contributions may be in the form of in-kind service. **(Note: You can not claim expenditures encumbered prior to the signing of the grant contract.)** All funds must be obligated no later than December 31, 2009.

**Program Administration**

1. Eligibility Criteria:

- Statewide agreement with the State Forester, who maintains cooperative fire agreements with RFDS/VFDS, or a cooperative fire agreement with an Interior Bureau.
- Rural fire department serving a community of a population of 10,000 or less in the wildland/urban interface.
- The rural fire department must have the capability to meet a minimum of 10% cost-share, which may include in-kind services.

2. Evaluation Criteria: These criteria will be used to rank eligible Rural Fire Department Grant Applications.

- The department's frequency of responses to wildland/urban fire incidents in local area relative to other applicants.
- The department's training program needs relative to other applicants.
- The community's and DOI's values to be protected relative to other applicants.
- The percentage of wildland/urban lands relative to other applicants.
- The number of wildland fire engines in the department relative to the percentage of wildland/urban interface acres protected.

3. Please note: Contributed costs follow the same guidelines as the Volunteer fire assistance grant.
4. Program Grant Specifications for Radio Equipment Purchases:

Purpose:

The primary purpose is to assist departments with the purchase of new two-way radio communication equipment which will meet the EIA/TIA 102A standards for interoperability for public safety agencies (APCO Project 25 Compliant ) and specifically be used to communicate with the Arizona State Forestry Division and other Federal, State and Local Firefighting agencies on wildland/urban interface fires.

General Requirements:

Two-way radio communication equipment purchased under this grant application must meet or exceed the APCO Project 25 Standards (EIA/TIA102A), or, radio equipment that can be upgraded or converted to the P25 Standards. Radio equipment will need to generally operate between 150 - 178 MHz VHF-FM Band. Additionally, this includes two-way radios capable of operating in VHF - FM Analog, wideband and narrowband and/or VHF Digital modes on **channel by channel** basis, minimum channel of 48 or greater, channel display of 7 characters or greater. Your local two-way radio communications dealer or distributor can assist you with information about manufacturers that currently produce P25 compliant two-way radio equipment and or radio equipment that meets this general requirement.

**Selection Information**

Upon receipt of the grant application, each project will be graded and ranked according to a weighted point award system. This system will be available for review after the deadline at the Office of the State Forester, 1110 West Washington Avenue, Suite 100, Phoenix, Arizona 85007.

Each applicant will be notified, by mail, of the status of their grant questionnaire/application. Additional information and instructions will be given to the selected applicants.

**How to Apply**

Interested and qualifying communities, please complete the attached Questionnaire/Application and Proposed Project Description Forms.

**Submit your application, postmarked or email no later than January 12, 2009, to the Arizona State Forestry Division, District Forestry Office, governing your county.** (See Page 5 for Addresses)